

OIL & GAS DEVELOPMENT COMPANY LTD



TERMS OF REFERENCE

FOR

**CONSULTANCY SERVICES FOR DESIGNING OF
SEWERAGE TREATMENT PLANT FOR RESIDENTIAL
CAMP AT NASHPA OIL FIELD, KARAK, K.P.K.
AGAINST TE#PROC-SER/CB/C&ESS-3101/2017**



TERMS OF REFERENCE
FOR

SUBJECT: - **CONSULTANCY SERVICES FOR DESIGNING OF SEWERAGE TREATMENT PLANT FOR RESIDENTIAL CAMP AT NASHPA OIL FIELD, KARAK, K.P.K.**

Dear Sir,

1. OGDCL intends to acquire the Consultancy Services for Designing of Sewerage Treatment Plant for Residential Camp at Nashpa Oil Field, Karak, K.P.K.
2. The firm, hereinafter called "The Consultant", will quote lump sum fee as per schedule "A".
3. Technical & Financial proposals shall reach to the office on the date and time mentioned in the advertisement. Technical proposals will be opened on the same day in presence of the participants while financial proposals will be kept sealed in safe custody till evaluation of the technical proposals. The financial proposals of the technically responsive bidders will be opened on the date and time communicated later on after evaluation of the technical proposals while bids of the technically non-responsive bidders will be returned un-opened. Technical evaluation will be as per criteria given in this invitation subject to any changes made by management at any stage

4. **PROFESSIONAL SERVICES.**

The Consultant will use its best efforts to provide professional services to the assignment mentioned at Deliverables (Schedule-B), exercise all skill care and diligence in the discharge of its duties and its performance in this regard shall be in accordance with the prevalent practices.

5. **SCOPE OF SERVICES.**

The services and obligations under this assignment are described here under for Detail designing of sewerage treatment plant but not limited to the following :-

- 5.1. Consultant to submit / propose most feasible / viable options in compliance with HSEQ policy of the OGDCL considering engineering economics / Cost Benefit ratio calculations, PEPA Standards with emphasis to Operation & Maintenance (O&M) cost and Capital Cost.
- 5.2. The Consultant will be required to conduct all Physical, Chemical and Biological / Bacteriological test for the raw sewage from a reputed Laboratory approved by OGDCL.
- 5.3. Comparison of raw sewage parameters with WHO and PEPA standards for safe disposal.

- 5.4. The Consultant will have to study the variation in raw sewage parameters and take into account for design.
- 5.5. Intended use of treated water is to be safe for open disposal and must be taken into consideration in design.
- 5.6. Design of plant will be for about 800 persons and as per standard Per Capita discharge.
- 5.7. Future Forecasting shall be considered in design.
- 5.8. Table showing the critical parameters of source sewage to be treated with its value against the standards, its proposed treatment based on modern technology and approach.
- 5.9. Plant layout showing flow pattern / levels.
- 5.10. Plan, X-Sections and Mechanical input of each sub part of treatment Plant.
- 5.11. Materials list / drawings showing quantities of all items.
- 5.12. Electrical drawings showing provision of electricity and electrical details of Plant.
- 5.13. Detailed BOQ, Drawings, cost estimate, Tender documents for Construction of Proposed Sewerage Treatment Plant and time for completion including material and manpower details
- 5.14. Flow Diagram for Sewerage Treatment Plant.
- 5.15. All detailed drawings for construction to be provided.
- 5.16. Compliance to desirable limits of effluent after treatment is mandatory.
6. **MISCELLANEOUS / GENERAL PROVISIONS.**
- 6.1 The drawings and reports prepared in connection with the project shall be the property of OGDCL and copy right there-in shall rest with OGDCL.

7. **SCHEDULE OF PAYMENT.**

7.1. Payments will be made as under:-

- i. 40% on Submission of Proposal/Feasible option as per Sub-Clause 5.1 and its subsequent approval by OGDCL.
- ii. 60% on submission Detailed Design Report.

8. **SCHEDULED COMPLETION TIME.**

Submission of Proposal/Feasible option as per Sub-Clause 5.1

= 15 days from the date of issuance of Work Order.

Detailed Design complete in all respect

= 30 days from the date of go ahead from OGDCL for Detailed Design.

The time required by OGDCL for approval of Feasible Option and Detailed Design will be on the part of OGDCL and shall not be included in the Completion Period.

9. If the consultant fails to deliver any or all of the services within the time period(s) specified in the TOR/Contract, the Employer shall, without prejudice to other remedies under the contract, deduct from the contract price / Bank Guarantee as liquidated damages, a sum not more than 0.5% of the contract price per week or part thereof for first four weeks, 1.0% per week for next four weeks and 1.5% per week exceeding four weeks up to maximum extent of 10% of the contract value. Even after imposition of LDs, if the consultant fails to materialize the delivery (services); the Employer reserves the right to cancel contract and to forfeit the Guarantee (if applicable).
10. The Consultant is, therefore required to submit technical and financial proposal as per schedule given in the press advertisement. The same will be opened as per schedule given in press advertisement at OGDCL House Islamabad.
11. A separate complete detailed technical proposal is mandatory with submission of financial proposal; **otherwise, the bid will not be entertained.**
12. **OTHER CLAUSES.**
 - 12.1 You will be required to present your Proposal to OGDCL management, whenever advised. Venue and time for Pre-Bid meeting (if any) will be co-ordinated through OGDCL Website.

- 12.2 If required, The Consultant will be bound to provide any other documents related with works without any additional charges.
- 12.3 Additional services if required (other than the services mentioned in the scope of services) will be paid on the rate mutually agreed by both the parties hereafter.
- 12.4 In Case of any dispute, Suspension of work and default, the PEC standard procedure shall be followed and decision of MD/CEO OGDCL shall be final and binding on both the parties.

12.5 No escalation shall be allowed on account of fluctuation in market rates.

13 Proposal Evaluation on Quality Cum Cost Based Selection (QCBS):

13.1. Single Stage two-envelope procedure shall be adopted in ranking of the proposals. The technical evaluation shall be carried out first, followed by the financial evaluation. Firms shall be ranked using a combined technical/financial score by assigning weightage to technical and financial components for evaluation/ranking of proposals on 80:20 for the technical and financial proposals respectively.

Technical Proposal

13.1.1. Technical Evaluation will be done as per the evaluation criteria attached with the TOR. Each responsive proposal shall be attributed a technical score (St). Firms scoring less than seventy (70) percent points shall be rejected and their financial proposals returned un-opened.

Financial Proposal

13.1.2. The financial proposals of technically qualified responsive bids on the basis of evaluation of technical proposals shall be opened in the presence of the representatives of these firms, who shall be invited for the occasion and who care to attend. The Client shall inform the date, time and address for opening of financial proposals on later stage. The total cost and major components of each proposal shall be publicly announced to the attending representatives of the firms.

13.1.3. The evaluation committee shall determine whether the financial proposals are complete and without computational errors. The lowest financial proposal (Fm) among the all opened financial bids shall be given a financial score (Sf) of 100 points. The financial scores of the proposals shall be computed as follows:

$$Sf = \frac{100 \times Fm}{F}$$

(F = amount of specific financial proposal)

13.1.4. Proposals, in the quality cum cost based selection shall finally be ranked according to their combined technical (St) and financial (Sf) scores using

the weights (T- the weight given to the technical proposal, P = the weight given to the financial proposal; and T+P=1) indicated in Sub-Clause 13.1:

$$S = S_t \times T \% + S_f \times P \%$$

14. The Consultant, as per OGDCL policy, shall provide to the Company, within fifteen (15) days of the award of the Contract, a Performance Bond in the form of an irrevocable, independent, unconditional, direct obligation of the Bank and first and simple demand guarantee of a Pakistan Scheduled Bank or branch of a foreign bank operating in Pakistan, except NIB Bank, in the amount equivalent to 10% (Ten Percent) of the cost for Design fee value in Pak Rupees strictly in accordance with the format given at LOI to cover and secure the Consultants' faithful performance and execution of this Contract. The charges and expenses payable in connection with the issuance, extension, renewal and maintenance of the Performance Bond shall be borne and paid by the Consultants. The Performance Bond shall be valid and shall be maintained in full force effect until completion of consultancy services extendable six (06) months beyond the validity of the Contract. OGDCL has sole and absolute right to encash the Performance Bond without any prior notice to the Consultant in the event of any breach, failure, non-compliance or delay in the performance of the Contract. (As per attached format at annexure "D").
15. Bids shall remain valid for the period of 180 days from date of opening of bids. In exceptional circumstances, prior to expiry of the original bid validity period, the Employer may request that the bidders extend the period of validity for a specified additional period which shall in no case be more than the original bid validity period. The request and the responses thereto shall be made in writing. A bidder may refuse the request without forfeiting his Bid Security. A bidder agreeing to the request will not be required or permitted to modify his bid, but will be required to extend the validity of his Bid Security for the period of the extension.
16. As per OGDCL policy each bidder shall furnish Bid Security of amounting PKR:40,000, along with Technical Bid, a Bid Security The Bid Security shall be, at the option of the bidder, in the form of Pay Order or Demand Draft in favour of Oil & Gas Development Company Limited, Islamabad payable at Islamabad valid for a period 28 days beyond the Bid Validity date. Any bid not accompanied by an acceptable Bid Security shall be rejected by the Employer as non-responsive. The bid securities of unsuccessful bidders will be returned as promptly as possible, but not later than 28 days after the expiration of the period of Bid Validity. The Bid Security of the successful bidder will be returned when the bidder has furnished the required Performance Security and signed the Contract Agreement. The Bid Security may be forfeited: (a) if the bidder withdraws his bid after the bid opening (b) if the bidder does not accept the correction of errors in his Bid Price (c) In the case of successful bidder, if he fails within the specified time limit to: (i) furnish the required Performance Security; or (ii) sign the Contract Agreement.

17. The participating firm shall be registered with Pakistan Engineering Council in relevant category.
18. The Consultant is required to provide staff details as per Schedule - C in its technical bid.

19. **PROCUREMENT PROCEDURE.**

The following procedure shall be permissible for open competitive bidding,

Single stage – Two envelope procedure.-

- (i) The bid shall comprise a single package containing two separate Envelopes. Each envelope shall contain separately the financial proposal and the technical proposal;
- (ii) The envelopes shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion;
- (iii) Initially, only the envelope marked “TECHNICAL PROPOSAL” shall be opened;
- (iv) The envelope marked as “FINANCIAL PROPOSAL” shall be retained in the custody of the procuring agency without being opened;
- (v) The procuring agency shall evaluate the technical proposal as per attached technical evaluation criteria sheet, without reference to the price and reject any proposal which does not conform to the specified requirements;
- (vi) During the technical evaluation no amendments in the technical proposal shall be permitted;
- (vii) The financial proposals of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance;
- (viii) After the evaluation and approval of the technical proposal the procuring agency, shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only. The financial proposal of the technically non-responsive bidders shall be returned unopened to the respective bidders.

Thanking you.

Enclosure:

1. Schedule A.
2. Schedule B.
3. Schedule C.
4. Evaluation Criteria.

Note: - All documents must be stamped and signed by the consultant.
(CONSULTANT)

SCHEDULE "A".

OIL & GAS DEVELOPMENT COMPANY LTD, ISLAMABAD.



SUMMARY OF QUOTED FEE

SR. NO.	NAME OF WORK	QUOTED CONSULTANCY CHARGES WITH ALL APPLICABLE TAXES INCLUDING PST. (RS)
01.	LUMP SUM COST FOR CONSULTANCY SERVICES FOR DESIGNING OF SEWERAGE TREATMENT PLANT FOR RESIDENTIAL CAMP AT NASHPA OIL FIELD, KARAK, K.P.K.	Rs. _____
02	TOTAL COST INCLUSIVE OF ALL TAXES	Rs. _____

(CONSULTANT)

Note:

1. The consultant shall quote rates inclusive of all taxes including provincial sale tax applicable till the day of bid submission. Any tax or any change in the rate of existing taxes made applicable after bid submission by Government shall be excluded from the quoted rates and will be paid to contractor on submission of deposit receipt of Government Exchequer.

2. Bidders must submit complete tender documents as available on website and having duly stamped and signed at the time of submission of bid otherwise OGDCL reserves the right to reject the bid

SCHEDULE "B".



OIL & GAS DEVELOPMENT COMPANY LTD, ISLAMABAD.

Project Deliverables

The Consultants shall prepare and submit each of the under mentioned reports to OGDCL. The format of these reports shall be mutually agreed with the OGDCL.

•	Inception Report	5 hard + 1 soft copies
•	Proposed Option with Presentation to OGDCL Management	5 hard + 1 soft copies
•	Detailed Design Report	5 hard + 1 soft copies

- **Inception Report**

The Consultants will submit an Inception Report within seven (07) days from the Date of issuance of acceptance letter. This will contain full detail of the Consultants' design review and supervisory methodology and staffing plan with supporting CVs of Personnel. It will have a schedule listing all design review activities to be taken up in sequence with their start and ending dates. The probable dates for submission of deliverables shall also be mentioned therein in line with TOR.

- **Presentation to OGDCL Management on Proposed Design**

The Consultant will present the proposed design within 15 days from issuance of workorder, in front of OGDCL management for approval.

- **Detailed Design Report**

The Consultants shall submit a Detailed Design Report prepared by the design team experts, at the end of thirty (30) days from the Date of go ahead from OGDCL for Detailed Design. It is required that the Consultants shall check the design to further prepare the Construction Drawings and Tender Documents including BOQ/Engineer Estimate with complete ownership and responsibility.

SCHEDULE "C".



OIL & GAS DEVELOPMENT COMPANY LTD, ISLAMABAD.

Staff Requirements

Staff Requirements and Anticipated Inputs:

The level of inputs and expertise shall be determined / proposed by the Consultant which shall include but not be limited to the following:

S.No.	Description of Personnel	No. of Persons
	Key Personnel	
A.	Design Team	
1.	Design Engineer / Team Leader	01
2.	Assistant Design Engineer	01
3.	AutoCAD Operator	01

SUMMARY EVALUATION SHEET FOR TECHNICAL EVALUATION

Name of Project

EVALUATION CRITERIA	Max.	Firm-1		Firm-2		Firm-3	
	Weight	Rating	Score	Rating	Score	Rating	Score
I. Firms Experience	40		0		0		0
a) General Experience of the firm	10		0		0		0
b) Specific Experience of the firm	30		0		0		0
II. Personnel (Areas of Expertise)	60						
Design Phase	60		0		0		0
a) Design Engineer / Team Leader	30						
b) Assistant Design Engineer	20						
c) AutoCAD Operator	10						
For Relevant Experience of Firm 05 Projects of Designing of Sewerage Treatment Plants will be considered for evaluation. Each Project carry 08 marks. Note: Design of Sewerage Treatment Plants for minimum 1000 people will be considered for evaluation purpose.							
The Joint venture (JV) shall be evaluated in the same manner, since they function as one unit.							
TOTAL	100		0		0		0

Score: Maximum Weight X rating / 100.

Minimum qualifying score is 70% or 70 marks.

PERSONNEL EVALUATION SHEET

Name of Firm

Project Name

POSITION / AREA OF EXPERTISE	Name	Academic and General Qualification Weight 30%		Project related Experience Weight 70%		OVERALL RATING (Sum of Weighted Ratings)
		Percentage Rating	Weighted Rating (A)	Percentage Rating	Weighted Rating (B)	(A+B)
Design Phase						
a) Design Engineer / Team Leader			0.00		0.00	0
b) Assistant Design Engineer			0.00		0.00	0
c) AutoCAD Operator			0.00		0.00	0
TOTAL						0

Score: Maximum Weight X rating / 100.
Minimum qualifying score is 70% or 70 marks.

COMBINED EVALUATION SHEET

Names of Firm	Technical Evaluation			Financial Evaluation			Combined Evaluation	
	Scores S(t)	Technical Wt. Factor (T)	Technical Points S(t) x T	Scores S(f)	Financial Wt.Factor (F)	Financial Points S(f) x F	<u>Scores</u> S(t) x T+ S(f) x F	Rank
		0.80			0.20			
		0.80			0.20			
		0.80			0.20			
		0.80			0.20			

QUALIFICATION AND EXPERIENCE REQUIREMENT OF PERSONNEL

The engineering services shall be provided by the local Key Personnel, who will be assisted by Non-Key Personnel. The Qualification and Experience requirements of these Personnel shall include but not be limited to the following:

S.No	Title, Experience, Qualification & Responsibilities		
Key Personnel for Design Phase			
1.	Design Engineer/ Team Leader		
	General Experience:	15 Years	
	Qualification:	Minimum:	B.Sc. (Civil / Environmental Engineering)
		Desirable:	M.Sc. (Environmental Engineering).
		Marking:	M.Sc. – 100%; B.Sc. – 90%
	Specific Experience:	Minimum:	Ten (10) years of relevant experience in Design of Sewerage Water Treatment Plants on Major Infrastructure Projects. Has worked as Team Leader of Design Team during last seven years on at least one (01) similar project.
		Responsibility:	His/her responsibilities shall include but not limited to the following tasks: He/she is responsible for carrying out detailed design of sewerage treatment plant.
2.	Assistant Design Engineer		
	General Experience:	10 Years	
	Qualification:	Minimum:	B.Sc. (Civil / Environmental Engineering)
		Desirable:	M.Sc. (Environmental Engineering)
		Marking:	M.Sc. – 100%; B.Sc. – 90%
	Specific Experience:	Minimum:	Five (05) years of relevant experience in Carrying out of design activities
3.	AutoCAD Operator		
	General Experience:	10 Years	
	Qualification:	Minimum:	DAE – Civil from the Board of Technical Education’s recognized institute.
		Desirable:	BSc. (Civil Engineering)
		Marking:	B.Sc. – 100%; DAE – 90% ; Diploma/Certificate in AutoCAD – 60%

S.No	Title, Experience, Qualification & Responsibilities		
	Specific Experience:	Minimum:	Eight (08) years of relevant experience of using AutoCAD on Building/Infrastructure projects.
		Responsibility:	<p>His/her responsibilities shall include but not limited to the following tasks:</p> <p>His job description and duties will be defined by the Design Engineer.</p>

BID BOND

Oil & Gas Development Company Limited,
OGDCL House, Jinnah Avenue,
Blue Area, Islamabad.

Guarantee No.....
Date of issue.....
Date of expiry
Amount.....

Dear Sir,

In consideration of M/s.....
herein after called "THE BIDDER" having submitted the accompanying Bid with
reference to OGDCL tender enquiry No. _____ and
in consideration of value received from (the Bidder above), we hereby agree to
undertake as follows:-

1. To make unconditional, immediate and forthwith payment of the sum of
PKR _____ upon your FIRST and SIMPLE written demand without further
recourse, question, query, deferment, contestation or reference to the bidder,
account party or any other person in the event of the withdrawal of the
aforesaid bid by the BIDDER before the end of the period specified in the Bid
after the opening of the same for the validity thereof or if no such period be
specified, within 150 days after the said opening or if the Bidder, having been
notified of the acceptance of his bid by the Company during the period of bid
validity:
 - a) Fails, refuses or delays to execute the Contract in accordance with
the instruction to Bidders, or
 - b) Fails, refuses or delays to furnish Performance Bond in
accordance with the instruction to Bidders.
2. To accept written demand from you as conclusive, sufficient and final
evidence of the existence of a default of non-compliance, breach or
default as aforesaid on the part of the BIDDER and to make payment
immediately and forthwith upon receipt of your FIRST and SIMPLE
written demand.
3. No grant of time or other indulgence to, or composition or arrangement
with the BIDDER in respect of the aforesaid Bid with or without notice to
us shall affect this Guarantee and our liabilities and commitments
hereunder.
4. This is an independent and direct obligations guarantee and shall be
binding on us and our successor in-interest and shall be irrevocable.
5. The Guarantor Bank warrants and represents that it is fully authorized,
empowered and competent to issue this guarantee.

**Yours faithfully,
(BANKERS)**

PERFORMANCE BOND/BANK GUARANTEE

Oil & Gas Development Company Limited,
OGDCL House, Jinnah Avenue,
Blue Area, Islamabad.

Guarantee No.....
Date of issue
Date of expiry
Amount.....

Dear Sir,

Ref: Our Bank Guarantee No. _____ in the sum of _____ of
Account _____ Amount _____
Contract/Job _____
In consideration of you having entered into contract No. _____
Dated _____
with _____ called Contractor and in consideration of value received
from CONTRACTOR, we hereby agree and undertake as follows:

1. To make unconditional, immediate and forthwith payment to you as called upon of an amount (equivalent to 10% of total contract value in Pak Rupees) on your written FIRST and SIMPLE demand without further recourse, question, query, deferment, contestation or reference to CONTRACTOR or any other person, in the event of default, non-performance or non-fulfillment by CONTRACTOR of his obligations liabilities, responsibilities under the said Contract of which you shall be the sole and absolute judge.
2. To accept written demand from you as conclusive, sufficient and final evidence of the existence of a default or breach as aforesaid on the part of CONTRACTOR and to make payment immediately and forthwith upon receipt of your FIRST and SIMPLE written demand.
3. To keep this Guarantee in full force and effect from the date hereof until..... from the date of contract execution / mobilization Notice.
4. That no grant of time or other indulgence to, amendment in the terms of the contract by Agreement between the parties, or imposition of Agreement with contractor in respect of the performance of his obligation under and in pursuance of the said Agreement with or without notice to us, shall in any manner discharge of otherwise however affect this Guarantee and our liabilities and commitments there under.
5. This is an independent and direct obligations guarantee and shall be binding on us and our successor in-interest and shall be irrevocable.
6. This Guarantee shall not be affected by any change in the constitution of the Guarantor Bank or the constitution of the Contractor.
7. The Guarantor Bank warrants and represents that it is fully authorized, empowered and competent to issue this guarantee.

Authorized Sign for Issuing Bank

Seal of the Bank

(On official letter-head of the bidder)
To be signed by the
Chief Executive of the
Bidding company or a representative duly
Authorized by board
Resolution.

INTEGRITY AND ETHICS UNDERTAKING

We hereby commit and undertake to observe the following principles during our participation in the tender process and during the contract execution:

- i. That we will not directly or through any other person of firm, officer promise or give to any of the employees of OGDCL involved in the tender process or execution of the contract any gain, pecuniary benefit of facilitation payment in order to obtain in exchange any advantages of any kind whatsoever during the tender process or during the execution of contracts.
- ii. That we have not and will not enter with other bidders into any undisclosed agreement or undertaking either formal or informal to restrict competitiveness sort to cartelise in the bidding process.
- iii. That we will ensure that the remuneration of agents (if engaged) is appropriate and for legitimate services only.
- iv. That we will not use subcontracts, purchase orders or consulting agreements as means of channeling payments to employees of OGDCL.
- v. That we will not commit any offence under the Pakistan Penal Code, Prevention of Corruption Act or National Accountability Ordinance to achieve any advantage, gain or benefit during the tender process or the execution of the contract.

We further understand and acknowledge that any violation or transgression of the above mentioned principles will attract disqualification from the tender process and may also result in permanent exclusion from future contract award process.

We also accept and undertaking to respect and uphold OGDCL,s absolute right to resort to and impose such disqualification, debarment or execution.

For and on behalf of _____

Tender No _____

BIDDING FORM

Date.....
Tender Enquiry No.

To
Oil & Gas Development Company Limited,
OGDCL House, Plot # 3013,
Blue Area, Islamabad

Gentlemen,

Having examined the scope of work and Instructions to bidders of Invitation to Bids, the receipt of which is hereby acknowledged, we the undersigned, offer to supply the services (Nature of Service) to OGDCL in conformity with the scope of work and Instructions to bidders at the rates mentioned in our Bid Proposal or other such sums as may be ascertained in accordance with the said conditions.

2. We confirm that the terms and conditions given in the Tender Enquiry / Tender Documents are acceptable to us and if our Bid is accepted we shall execute a contract with OGDCL accordingly without any exceptions. We further confirm to commence service withindays of the mobilization notice issued by OGDCL

3 We agree to validate bid unconditionally for the period of 120 days from the date of opening the same and it shall remain binding upon us and may be accepted thereof, shall constitute a binding contract between us.

4. We hereby certify that our Firm / Company / Local Agent is or has not been at any time during the past five years, involved in litigation, arbitration or any other unsettled dispute with OGDCL / JV Partners.

5. We further certify that all the contracts / orders placed on us by OGDCL / JV Partners have been executed timely and as per terms & conditions of the Contract / order without any unsettled dispute.

6. Until a formal Agreement is prepared and executed, this bid, together with your acceptance thereof, shall constitute a binding contract between us.

7. We understand that you are not bound to accept the lowest or any tender you may receive.

8. Our bid proposal do not contain any deviation or exceptions from the terms & conditions enunciated in the tender documents.

Dated this.....days of.....2015,

Name & Signature.....in the Capacity of.....

duly authorized to sign tenders for and on behalf of.....
(Name of the firm in block capital Letters)

Address.....

Telex No.....Fax No.....Phone No.....

Witness

1.
(Name) (Signature)

2.
(Name) (Signature)

Mandatory for participation in Bidding Process

AFFIDAVIT

I,.....S/o....., aged.....years, working as Proprietor/Managing Partner/ Director of M/s.....having its registered office at..... do hereby solemnly affirm and declare on oath as under :

1. That I am competent to swear this affidavit being proprietor/one of the partners/ Director of M/s.....
2. That M/s.....is a proprietorship/partnership firm/company is participating in tender process conducted by OGDCL.
3. That I hereby confirm and declare that none of my/ our group/ sister concerns/ associate company is participating/ submitting this tender.
4. That I hereby confirm and declare that my/our firm/company M/s..... and my/ our firm/ group/ company/ sister concern / associate company have not been black listed/ de-listed any Institutional agencies/ Govt. Dept./ Public Sector Undertaking.
5. That there is no change in the Name & Style, Constitution and Status of the firm, after Pre-qualification.
6. That I further undertake that in case any of the facts contained above and in our application is found other-wise or incorrect or false at any stage, my/our firm/ company/ group/sister concerns/ associate companies shall stand debarred from the present and future tenders of the OGDCL.

(Signature of the Proprietor/ Managing Partner/Director with Seal)

DEPONENT

Verified at on..... that the contents of paras 1 to 6 of this affidavit are true and correct to best of my knowledge and no part of this is false and nothing material has been concealed or falsely stated therein.

(Signature of the Proprietor/ Managing Partner/ Director with Seal)

DEPONENT

(Signature & Seal of Notary) 

